

Resident Assessment Instrument (RAI) and Minimum Data Set (MDS) - 9/2000 Update

Date: August 23, 2000

To: Nursing Homes

From: Jan Eakins, Chief, Provider Regulation and Quality Improvement Section

via: Susan Schroeder, Director, Bureau of Quality Assurance

DSL-BQA-00-060

NH 35

This memo is a reminder of implementation rules for the September 2000 update of the Resident Assessment Instrument (RAI) Version 2.0. This information is also posted in the MDS system *Bulletins* section and on the federal Health Care Financing Administration web sites at <http://www.hcfa.gov/medicaid/mds20> [address updated 9/02]. If you have any further questions regarding these issues, please contact Billie March, RAI Education Coordinator, at (608) 266-7188, or Chris Benesh, MDS/OASIS Automation Coordinator, at (608) 266-1718.

September 2000 MDS Forms

A formal attestation statement certifying accuracy has been developed for all MDS forms (Assessment Forms, Tracking Forms, and the Correction Request Form). The September 2000 update forms include this formal attestation statement and the appropriate, accompanying signature lines. There are no other changes to MDS data elements.

Facilities must use the September 2000 Update of all MDS forms on or after September 1, 2000. This includes: any full or quarterly assessment with an Assessment Reference Date (MDS Item A3a) on or after 9/1/00, any Background (Facesheet) form with a completion date (MDS Item B11) on or after 9/1/00, any discharge with a Discharge Date (MDS Item A4a) on or after 9/1/00, and any reentry with a Reentry Date on or after 9/1/00. For any correction request with an Attestation Date (MDS Item AT6) on or after 9/1/00, facilities must use the September 2000 Correction Request Form.

If your MDS vendor software is not converted to handle the new forms by 9/1/00, then the facility must (1) obtain blank printed copies of the new *Basic Assessment Tracking Form*, the new *Background (Facesheet) Information Form*, the new *Reentry Tracking Form*, and the new *Correction Request Form*; and (2) manually complete these forms when appropriate. It is necessary that the September 2000 update of these forms be used to be in compliance with the new attestation requirements. The federal Health Care Financing Administration requires that a hard copy of the MDS be maintained in the resident's clinical record for at least 15 months.

The federal Health Care Financing Administration requires that actual signatures of those persons who complete a portion of the assessment form be on the printed copy of the MDS form.

Training Opportunity

The Bureau of Quality Assurance will be presenting three Basic - Resident Assessment Instrument workshops in October 2000. These programs will have space for only 75 participants at each program. See training brochure for details.

WAUKESHA – Country Inn Hotel (Two identical one-day programs.) Tuesday, October 3, Wednesday, October 4
WAUSAU – Park Inn International, Wednesday, October 18

Training brochures and registration forms have been mailed to all nursing homes. For further information, please call Leann Graffin at (608) 267-1438.

New Information on MDS Welcome Page

Keep current by reading the latest from the Bureau of Quality Assurance (BQA) by clicking on *Bulletins* on the MDS Welcome Page. Both state and federal information related to nursing homes will be posted at this location including BQA numbered memos.

Online Web Reports- this is a new item on the MDS Welcome Page. Here you will find a variety of reports that can help you assure the accuracy and timeliness of your MDS submissions.

Scheduled Reports – a series of reports are now automatically generated by the State MDS system on a monthly basis. To access the *HCFA Scheduled Reports*, you must log into the MDS system and click on *MDS Submissions* then click on *Receive Validation Reports*. These reports are in the same location as the Initial and Final Validation Reports.

Additional information about these reports is available in the *Minimum Data Set (MDS) Long Term Care Facility User's Manual (04/30/00)* available under *Bulletins* on your MDS System Welcome page.

State Help

Questions related to MDS data encoding and submission (feedback reports, error messages and data corrections) should be directed to either:

Cindy Symons, MDS Technical Analyst, (608) 266-9675 symoncg@dhfs.state.wi.us

or Chris Benesh, MDS/OASIS Automation Coordinator, (608) 266-1718 benesce@dhfs.state.wi.us

Questions related to the RAI/MDS process (clinical issues) should be directed to:

Billie March, RAI Education Coordinator, (608) 266-7188 marchba@dhfs.state.wi.us